

**Agenda**  
**Bayshore Gardens Park & Recreation District**  
**Board of Trustees Special Meeting**  
**Monday; May 09, 2022 @ 7:00 P.M.**

1. Call to Order
2. Roll Call
3. Pledge to Flag
4. Agenda Motion - Terry - Approve Annual Budget
5. Agenda Motion - Terry - Approve Notice of Annual Assessment Letter
6. Agenda Motion - Terry - Approve Informational Letter

(Resident comments agenda item 3 minutes)

7. Adjournment

**Pursuant to Section 286.26, Florida Statutes, and the Americans with Disabilities Act, any handicapped person desiring to attend this meeting should contact the District Manager at least 48 hours in advance of meeting to ensure that adequate accommodations are provided for access to the meeting.**

**Pursuant to Section 286.0105, Florida Statutes, should any person wish to appeal a decision of the Board with respect to any matter considered at this meeting, he or she will need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is based.**

BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.

Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

Agenda Item: Annual Budget Meeting Date: 5-9-22

Type of Meeting: Special Meeting Workshop \_\_\_\_\_ Board Meeting \_\_\_\_\_

Motion:  Discussion: \_\_\_\_\_ (check one)

Rationale for Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Costs to District (if applicable)  
\_\_\_\_\_  
\_\_\_\_\_

Attachments/Supporting documents: None: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Board Trustee: Terry Zimmermanly Date: 5/2/22

Print Name: Terry Zimmermanly

Received by: [Signature] Date: 5/2/22

**BAYSHORE GARDENS BUDGET 2022/2023****\$20 INCREASE****\$397.00****SUMMARY****INCOME**

Projected Income	\$531,424.00
Rental Income	\$142,250.00
Interest Income	\$0.00

<b>TOTAL INCOME</b>	<b>\$673,674.00</b>
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RESERVE FORWARD	\$91,660.86
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BALANCE FORWARD	\$200,000.00
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<b>TOTAL INCOME / RESERVES / BAL. FWRD</b>	<b>\$965,334.86</b>
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**EXPENSE**

Wages / 5100	\$289,600.00
Marina Expense / 5200	\$8,200.00
Security / 5300	\$5,000.00
Utilities / 5400	\$38,320.00
Buliding & Grounds / 5500	\$101,930.00
Other Admin / 5600	\$52,350.00
Insurance / 5630	\$55,000.00
Publication / 5700	\$7,000.00
Recreation / 5800	\$5,000.00

<b>TOTAL OPERATING EXPENSE</b>	<b>\$562,400.00</b>
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**CAPITAL OUTLAY**

Hall	\$15,000.00
Basketball Court	\$64,502.00
Marina Bathroom	\$5,000.00

<b>TOTAL CAPITAL OUTLAY</b>	<b>\$84,502.00</b>
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<b>TOTAL EXPENSES</b>	<b>\$646,902.00</b>
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<b>TOTAL EXPENSES &amp; RESERVES</b>	<b>\$965,334.86</b>
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**2022/ 2023 RESERVE FUNDS**

Marina	\$59,942.88
Pool / Shower / ADA	\$176,772.00
Pool Repairs	\$7,110.59
Screen Room	\$40,000.00
Roofing	\$4,607.39
Security Systems	\$10,000.00
Pickleball Court	\$10,000.00
Fitness Trail	\$10,000.00

<b>RESERVE FUNDS TOTAL</b>	<b>\$318,432.86</b>
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**BREAKDOWN**

**INCOME**

Property Tax	\$547,860.00
Less Commission Fees	(\$16,436.00)
<b>Total Assessment</b>	<b>\$531,424.00</b>
Screen Porch	\$800.00
Hall	\$17,000.00
Small Boat	\$1,000.00
Trailer Spaces	\$3,000.00
Marina	\$110,000.00
Fobs	\$6,000.00
Office Service	\$50.00
Interest	\$0.00
Non-Res. Ramp	\$4,400.00

<b>TOTAL INCOME</b>	<b>\$673,674.00</b>
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**EXPENSE WAGES / 5100**

5120 Wages Admin.	\$55,000.00
5130 Wages Maint.	\$130,000.00
5132 Dockmaster	\$9,000.00
5135 Wages Pool	\$54,000.00
5210 FICA	\$20,000.00
5170 Health Insurance	\$7,000.00
5215 Unemployment Tax	\$600.00
6080 Travel Expense	\$500.00
5610 Accountant Fees	\$13,500.00

<b>TOTAL AD EXP</b>	<b>\$289,600.00</b>
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**MARINA / 5200**

5250 Marina Property Taxes	\$6,200.00
5575 Marina Maintenance	\$2,000.00

<b>MARINA TOTAL</b>	<b>\$8,200.00</b>
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**SECURITY / 5300**

5311 Camera Repairs	\$5,000.00
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<b>SECURITY TOTAL</b>	<b>\$5,000.00</b>
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**UTILITIES / 5400**

5410 Electric	\$16,500.00
5420 Water / Sewer	\$17,200.00
5430 Telephone	\$3,000.00
5440 Propane	\$120.00
Spectrum	\$1,500.00

<b>UTILITIES TOTAL</b>	<b>\$38,320.00</b>
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**BUILDING & GROUNDS / 5500**

5511 Professional Cont.	\$8,800.00
5512 Rep Maintenance Supplies	\$8,100.00
5515 Janitorial Supplies	\$3,000.00
5516 Gasoline	\$800.00
5520 Maintenance Equipment	\$3,000.00
5530 Pest Control	\$1,000.00
5560 Landscap	\$23,000.00
5580 Pool Maintenance	\$5,000.00
5585 Pool Repairs	\$5,000.00
5590 Pool Chemicals	\$25,000.00
5683 Certification Reimb	\$500.00
EPA / Water	\$1,230.00
Playground	\$2,500.00
Builing Maintenance	\$15,000.00

<b>BUILDING &amp; GROUNDS TOTAL</b>	<b>\$101,930.00</b>
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**OTHER ADMINISTRATION**

5519 Lease Equipment	\$2,200.00
5650 Postage	\$750.00
5660 Legal Fees	\$10,000.00
5665 Seminars	\$1,000.00
5670 Office Supplies	\$9,000.00
5680 Audit Fees	\$14,000.00
5682 Org. Fees	\$1,500.00
5686 Website Maintenance	\$1,200.00
5690 Advertising	\$700.00
6020 Bank Fees	\$12,000.00
6040 Elections	\$0.00

<b>OTHER ADMINISTRATION TOTAL</b>	<b>\$52,350.00</b>
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**INSURANCE / 5630**

5631 Liability	\$10,000.00
5632 Work Comp.	\$14,000.00
5633 Auto	\$250.00
5634 Property	\$30,750.00

<b>INSURANCE TOTAL</b>	<b>\$55,000.00</b>
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**PUBLICATION / 5700**

5711 Banner Comp	\$4,500.00
5750 Banner Supplies	\$2,500.00

<b>PUBLICATION TOTAL</b>	<b>\$7,000.00</b>
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**DISTRICT REC. / 5800**

Recreation	\$5,000.00
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<b>DISTRICT REC. TOTAL</b>	<b>\$5,000.00</b>
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<b>TOTAL OPERATING EXPENSE</b>	<b>\$562,400.00</b>
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**CAPITAL OUTLAY**

Hall	\$15,000.00
Basketball Court	\$64,502.00
Marina Bathroom	\$5,000.00

<b>CAPITAL OUTLAY TOTAL</b>	<b>\$84,502.00</b>
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<b>TOTAL EXPENSES</b>	<b>\$646,902.00</b>
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**RESERVE FUNDS**

Marina	\$59,942.88
Pool / Shower / ADA	\$176,772.00
Pool Repairs	\$7,110.59
Screen Room	\$40,000.00
Roofing	\$4,607.39
Security Systems	\$10,000.00
Pickleball Court	\$10,000.00
Fitness Trail	\$10,000.00

<b>RESERVE FUNDS TOTAL</b>	<b>\$318,432.86</b>
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<b>TOTAL EXPENSES &amp; RESERVES</b>	<b>\$965,334.86</b>
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**BAYSHORE GARDENS BUDGET 2022/2023****NO INCREASE****\$377.00****SUMMARY****INCOME**

Projected Income	\$504,652.00
Rental Income	\$142,250.00
Interest Income	\$0.00

<b>TOTAL INCOME</b>	<b>\$646,902.00</b>
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RESERVE FORWARD	\$91,660.86
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BALANCE FORWARD	\$200,000.00
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<b>TOTAL INCOME / RESERVES / BAL. FWRD</b>	<b>\$938,562.86</b>
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**EXPENSE**

Wages / 5100	\$289,600.00
Marina Expense / 5200	\$8,200.00
Security / 5300	\$5,000.00
Utilities / 5400	\$38,320.00
Buliding & Grounds / 5500	\$101,930.00
Other Admin / 5600	\$52,350.00
Insurance / 5630	\$55,000.00
Publication / 5700	\$7,000.00
Recreation / 5800	\$5,000.00

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<b>TOTAL EXPENSES</b>	<b>\$646,902.00</b>
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<b>TOTAL EXPENSES &amp; RESERVES</b>	<b>\$938,562.86</b>
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**2022/ 2023 RESERVE FUNDS**

Marina	\$59,942.88
Pool / Shower / ADA	\$150,000.00
Pool Repairs	\$7,110.59
Screen Room	\$40,000.00
Roofing	\$4,607.39
Security Systems	\$10,000.00
Pickleball Court	\$10,000.00
Fitness Trail	\$10,000.00

<b>RESERVE FUNDS TOTAL</b>	<b>\$291,660.86</b>
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**BREAKDOWN**

**INCOME**

Property Tax	\$520,260.00
Less Commission Fees	(\$15,608.00)
<b>Total Assessment</b>	<b>\$504,652.00</b>
Screen Porch	\$800.00
Hall	\$17,000.00
Small Boat	\$1,000.00
Trailer Spaces	\$3,000.00
Marina	\$110,000.00
Fobs	\$6,000.00
Office Service	\$50.00
Interest	\$0.00
Non-Res. Ramp	\$4,400.00

<b>TOTAL INCOME</b>	<b>\$646,902.00</b>
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**EXPENSE WAGES / 5100**

5120 Wages Admin.	\$55,000.00
5130 Wages Maint.	\$130,000.00
5132 Dockmaster	\$9,000.00
5135 Wages Pool	\$54,000.00
5210 FICA	\$20,000.00
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5215 Unemployment Tax	\$600.00
6080 Travel Expense	\$500.00
5610 Accountant Fees	\$13,500.00

<b>TOTAL AD EXP</b>	<b>\$289,600.00</b>
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**MARINA / 5200**

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<b>MARINA TOTAL</b>	<b>\$8,200.00</b>
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**SECURITY / 5300**

5311 Camera Repairs	\$5,000.00
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<b>SECURITY TOTAL</b>	<b>\$5,000.00</b>
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**UTILITIES / 5400**

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<b>UTILITIES TOTAL</b>	<b>\$38,320.00</b>
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<b>BUILDING &amp; GROUNDS TOTAL</b>	<b>\$101,930.00</b>
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**OTHER ADMINISTRATION**

5519 Lease Equipment	\$2,200.00
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6020 Bank Fees	\$12,000.00
6040 Elections	\$0.00

<b>OTHER ADMINISTRATION TOTAL</b>	<b>\$52,350.00</b>
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<b>RESERVE FUNDS TOTAL</b>	<b>\$291,660.86</b>
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<b>TOTAL EXPENSES &amp; RESERVES</b>	<b>\$938,562.86</b>
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BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.

Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

Agenda Item: Notice of Assessment Letter Meeting Date: 5-5-22

Type of Meeting: Special Meeting Workshop \_\_\_\_\_ Board Meeting \_\_\_\_\_

Motion:  Discussion: \_\_\_\_\_ (check one)

Rationale for Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Costs to District (if applicable)  
\_\_\_\_\_  
\_\_\_\_\_

Attachments/Supporting documents: None: \_\_\_\_\_

Dates and amounts that are highlighted  
will be changed once a budget has  
been approved by B.O.T.

Board Trustee: Terry Zimmermanly Date: 5/2/22

Print Name: Terry Zimmermanly

Received by: [Signature] Date: 5/2/22



## **BAYSHORE GARDENS PARK AND RECREATION DISTRICT**

6919 26<sup>th</sup> Street West  
Bradenton, Florida 34207  
[office@bayshoregardens.org](mailto:office@bayshoregardens.org)

Telephone: (941) 755-1912  
Facsimile: (941) 739-3515

**May 3, 2022**

### NOTICE

Dear Bayshore Gardens Property Owner,

Re: Annual Assessment

This Notice is provided pursuant to section 197.3632, Florida Statutes, and provides you with information about the Bayshore Gardens Park & Recreation District ("District"), its assessments and upcoming public hearing. The District is an independent special taxing district of local government located in Manatee County, Florida, which provides park and recreational amenities within its District boundaries.

### Upcoming Public Hearing

The District will hold a public hearing for residents to vote on the proposed Budget on **Thursday, May 27, 2022, at 7 p.m.** in the Recreation Hall located at 6919 26<sup>th</sup> Street West, Manatee County, Florida. The purpose of the public hearing will be to consider the adoption of the District's budgets and levy of annual assessments. All owners who reside within the District and whose names are recorded on the deed are eligible to vote in person. (Please bring photo I.D.)

The District imposes a special assessment ("Assessment") on your property on an annual basis, the purpose of which is to fund the District's general operating budget. Each improved residential parcel within the District constitutes a unit for purposes of the Assessment, and each unit is assigned an equal share of the total Assessment. The District is required by Florida law to notify each owner by mail of an intended increase in the Assessment amount over prior years. The District has proposed a per unit increase of **\$10.00** over prior year assessments, for a total proposed Assessment of **\$377.00** per unit. The increase has become necessary due to expenses associated with obligations needed to fund the operation of the District and contribute to reserve accounts of the District infrastructure. The District's budget is adopted each year after consideration by the Board and after a public hearing. The District collects the Assessment on the Manatee County Tax Bill. All benefited lands within the District pay the Assessment.

By operation of law, the District's assessments each year constitute a lien against your property located within the District just as do each year's property taxes. It is important to pay your assessments since failure to do so will cause a tax certificate to be issued against the property which may result in loss of title.

You have the right to appear at this public hearing and express any objections, suggestions, or comments you may have. You may also file written objections within twenty days of the date of this Notice at the office of the District, 6919 26<sup>th</sup> Street West, Bradenton, Florida 34207, Attention: Board of Trustees. If anyone chooses to appeal any decision of the Board with respect to any matter considered at the public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this hearing because of a disability or physical impairment should contact the District Manager at least five (5) days prior to the date of the hearing.

I hope this information is helpful. If you have any questions, please do not hesitate to contact the District Office at 941-755-1912. We look forward to your continued support of the District.

Sincerely,

Board of Trustees

BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
AGENDA FORM FOR TRUSTEES

1002F

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Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

Agenda Item: Informational Letter Meeting Date: 5-9-22

Type of Meeting: Special Meeting Workshop \_\_\_\_\_ Board Meeting \_\_\_\_\_

Motion:  Discussion: \_\_\_\_\_ (check one)

Rationale for Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Costs to District (if applicable)  
\_\_\_\_\_  
\_\_\_\_\_

Attachments/Supporting documents: None: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Board Trustee: Terry Zimmerly Date: 5/2/22

Print Name: Terry Zimmerly

Received by: [Signature] Date: 5/2/22

Neighbors,

We have the opportunity to decide the future of our District. Your neighbors have given the Board their ideas for amenities and now we want to hear from you.

Bayshore Gardens Park and Recreation District is responsible for maintaining the standards of appearance, safety, and values of our neighborhood for the residents that live within the District. The Board must plan for future repairs, replacements, and expenses that may arise from managing the District. This mission is made possible through the annual assessment.

The reality is that our District infrastructure is aging, and we need to make the necessary investments to maintain the amenities if we are to continue to provide the level of services and benefits residents currently enjoy.

- ADA Pool Bathrooms – law requires us to start a new ADA project 2 years after completion of last project until everything has been brought up to today ADA requirements (estimate was over \$300,000 three years ago)
- Update Security System
- Aging basketball court with is used every day by many (several ridges to trip over) - approximately \$70,000
- Plumbing under our 60-year-old pool may break at any time costing us over \$300,000 to repair
- Insurance cost and taxes are increasing exponentially
- Cost of living increases our salaries and Cost of materials have increased to maintain the District

In the past few years, the Board has completed projects that were long overdue. The funds were saved for several years for the Board to complete these projects. These projects include a remodeling the following:

- boat ramp
- dredging the marina
- replacing all finger piers
- updating the hall
- and adding a restroom dedicated for the screen room

We have a lot of our space that is underutilized and with your ideas we can make these areas useful to our residents and their guests.

Come to the budget hearing or call (941-755-1912) or email ([office@bayshoregardens.org](mailto:office@bayshoregardens.org)) the office and express your ideas for our future. You are always welcome at the Board of Trustee Meetings as well as all committee meeting. We welcome your participation.

We encourage you to come to the budget hearing and exercise your right to vote!

Sincerely,

Bayshore Gardens Board of Trustees